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FOOD AND ENTERPRISE DEVELOPMENT PROGRAM FOR LIBERIA (FED)

MONTHLY REPORT: NOVEMBER 2012



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FOOD AND ENTERPRISE DEVELOPMENT (FED) PROGRAM FOR LIBERIA

MONTHLY REPORT: NOVEMBER 1 – 30, 2012

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COVER PHOTO: Rice field, Payee Nimba County

DISCLAIMER

The authors' views expressed in this publication do not necessarily reflect the views of the United States Agency for International Development or the United States Government.

ACRONYMS

AEDE	Agricultural, Environmental and Development Economics
AYP	Advancing Youth Project
BSTVSE	Bureau of Science Technology, Vocational and Special Education
BWI	Booker Washington Institute
CAC	County Agriculture Coordinator
ED	Enterprise Development
FED	Food and Enterprise Development
FRC	Farmer Resource Center
GBCCC	Grand Bassa County Community College
IQC	Indefinite Quantity Contract
IT	Information Technology
L/STTA	Long/Short Term Technical Assistant
LBBF	Liberian Better Business Forum
LCCC	Lofa County Community College
MoCI	Ministry of Commerce and Industry
MoE	Ministry of Education
MOU	Memorandum of Understanding
MSME	Micros/Small and Medium Enterprise
NCCC	Nimba County Community
PERSUAP	Pesticide Evaluation Report and Safer Use Action Plan
PUA	Peri-urban Agriculture
R&R	Rights & Rice Foundation
RFTOP	Requests For Task Order Proposals
SME	Small Medium Enterprise
USAID	United States Agency for International Development
VMHS	Voinjama Multilateral High School

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Geographic Reach of FED



BACKGROUND

The Food and Enterprise Development (FED) Program for Liberia is a USAID-funded initiative that began in September 2011. FED is helping the government of Liberia achieve food security — in terms of food availability, utilization, and accessibility — by building an indigenous incentive structure that assists a range of agricultural stakeholders to adopt commercial approaches and actively incorporates women and youth.

This incentive structure is being built upon:

- Improved technologies for productivity and profitability;
- Expanded and modernized input supply and extension systems;
- Commercial production, marketing, and processing;
- Enterprise Services; and
- Workforce and Human Capacity Development.

FED's activities work with the Ministry of Agriculture (MoA) and the private sector to link communities to extension services, agricultural inputs, improved technologies, processing services, market information, transportation, credit, and appropriate education, training, and business development services.

Over the life of the five-year FED program, expanded market linkages will lead to substantial income and job growth and increases in the production, processing, marketing, and nutritional utilization of rice, cassava, vegetables, and goats in Bong, Lofa, Nimba, Grand Bassa, Montserrado, and Margibi counties. These counties are part of expanding development corridors that aim to foster intra- and inter-county commerce, and improve food availability and access for all Liberians.

FED's methodology is market-led, value chain-driven, continuously dedicated to indigenous capacity building, and specifically focused on benefiting Liberia's women and youth. FED's approach aims to be collaborative, catalytic, and driven by the goals and objectives of our partner clients. It will lead to increases in incomes for rural households, new employment opportunities for Liberians, increased access to food and improved household dietary diversity scores for food-insecure Liberians, and the adoption of improved inputs, farming practices, and the modern technologies which will boost agricultural productivity.

FED is implemented by Development Alternatives, Inc. (DAI), supported by subcontracts with the Cadmus Group, International Fertilizer Development Center, Louisiana State University and Winrock International.

Summary

In November 2012, FED worked with four seedling producer training in its peri-urban agriculture (PUA) in Margibi and Montserrado counties. They trained 17 vegetable seedling producers who are currently selling seedlings to vegetable growers in Margibi and Montserrado counties. The PUA team will continue training new seedling producers throughout FY-2013. It has been suggested that some seedling producers could provide both seedlings and inputs recommended for vegetable production.

The first training session took place at BWI campus, Kakata City, in collaboration with the PUA team. Four vegetable seedling producer trainers and five seedling producers who are trying to scale-up production were involved. The training covered how to run small seedling production units, with a special focus on strengthening marketing.

An innovative technology for removing the husk from paddy rice has been produced in a private metal workshop in Monrovia with the support of FED consultant, Mory Thiaw. This processing technology is lower in cost, lighter in weight, and more energy efficient than other intermediate-scale rice dehullers. Unlike other dehullers, it does not remove the bran from the paddy rice, making the consumption of the resulting dehulled rice more nutritious. Dehuller testing has exhibited a high dehulling rate (i.e., percentage of dehulled grains to total grains entering the dehuller) from parboiled rice of 95 percent.

Rice harvesting is ongoing in the four counties while the FED enumerators were doing the yield estimate across the counties. To address the post-harvest problem faced by rice farmers, FED demonstrated rice parboiling and the impact rice dehuller in Neebrien, Nimba County. During the parboiling exercise, farmers were taught the basic procedures for parboiling.

Maintenance work including weeding and soy flour application were carried out at the demonstration sites during the period under review. There were also insects and pest attacks at some of the sites in Nimba, Grand Bassa, and Lofa counties. Grasshopper has been the main insect attacking the young cassava leaves.

In early November, 40 new groups were identified in Montserrado, Margibi, Bong, Nimba and Lofa counties for the 2013 PUA production. Upon the identification of the groups, MOU's were signed with the groups to ascertain each party's contribution to the production of vegetables. To date, 17 new groups have signed up MOUs with FED for Peri – Urban Agricultural production and soil samples were collected from 22 sites in Margibi and Montserrado counties for analysis at Boimah's engineering soil science lab.

FED is working closely with the Liberian Ministry of Agriculture in Kakata, Margibi county to address the problem of soil erosion in the country. It is a serious problem in Liberia because of the high rainfall which causes cultivated soils to be lost to erosion thus reducing long term crop productivity.

A two- day Business Plan Mentorship workshop was held in the conference room of the Food and Enterprise Development (FED) project from November 27 – 28, bringing together 10 Liberian SMEs for the development of their business plans. The workshop was the final follow-up of the Six-Week Business Plan Mentorship program.

As part of the New Generational Women project, AEDE conducted a base line survey with 99 households in the Cooper Town community. The base line information will be used to measure the impact of a year-long cassava and

vegetable project that FED is supporting in collaboration with Chevron. The baseline report will be finished by mid-December.

FED, in collaboration with MoCI, is conducting a joint outreach activity to communicate policy reform and fee standardization of the business formulization process and to introduce authorized agents in each of FED's six counties for SMEs and agriculture producer groups. The campaign will air radio jingles in 9 dialects on 15 local county radio stations followed by six town hall meetings and the distribution of flyers detailing the formulization process and fees. The first town hall meeting was conducted in Grand Bassa County on November 28, 2012 with the participation of 180 attendees, MoCI representatives, and FED staff. The campaign will continue in Bong and Margibi counties the week of December 3, in Lofa and Nimba counties the week of December 10, and will wrap up in Montserrado on December 13.

MoCI, in collaboration with the Liberian Better Business Forum (LBBF), will host a three-day conference and trade fair to support 150-200 SMEs in February 2013. The purpose of the conference is to promote activities in the four pillars of the Micros/Small and Medium Enterprise (MSME) division of MoCI: Legal and Regulatory Reforms, Access to Markets, Access to Finance, and Building Skills and Knowledge.

On November 27, 2012 the Closing ceremony for the FED Internship program was celebrated. In attendance were 58 internship students, the FED Chief of Party, Jonathan Greenham, Dr. Walter Wiles of the University of Liberia, Morris Gray of Booker Washington Institute, the president of the United Methodist University and the Internship partner from EHED, James Mulbah. Interns were competitively selected from students attending the University of Liberia, the United Methodist University, Booker Washington Institute and the Nimba County Community College. Dr. Kimmie Weeks, Executive Director of Youth Action International gave a motivational speech highlighting his experiences leading to his success with his current organization. Certificates were issued, T-shirts given, and a celebratory lunch followed.

COMPONENT ONE: INCREASED AGRICULTURAL PRODUCTIVITY

Project Planning

A Gantt chart for all Component One year 2 activities was finalized during this reporting period.

Task 1.1 Input Supply System Interventions

FED has been working with four seedling producer trainers in its PUA activities in Margibi and Montserrado counties. They have trained 17 vegetable seedling producers who are currently selling seedlings to vegetable growers in Margibi and Montserrado counties.

The first training session took place at BWI campus, Kakata City, in collaboration with the PUA team. Four vegetable seedling producer trainers and five seedling producers' participated in this training. The seedling producers, who were trained with the support of FED, are already producing vegetable seedlings and are ready to scale-up their seedling production units in FY-2013. The objective of the training sessions was to provide support to the trainees in strengthening their marketing.

Training Curriculum

The topics covered were:

1. Achievements in FY-2012, other important activities in which seedling producers are involved;
2. Problems observed on the seedlings from the nurseries;
3. Input needs to address the observed problems;
4. Level of agro-inputs knowledge and use;
5. Marketing seedlings and inputs: opportunities and challenges;
6. Review of extension materials on input use, handling, and storage;
7. Establishment of seedling nurseries.

The Table below summarizes seedling production and income generated from the sale of seedlings

Name	# of seedlings sold (# of seedlings produced)	Income in L\$ (\$US equivalent)
Monica T. Philips	1 148 (1 500)	2 400 LD (\$35)
John G. Baysah	2 000 (4 000)	1 900 LD (\$27)
Joseph B. Sallah	1 200 (NA)	1 850 LD (\$26)
Peter S. Kamara	1 900 (2 600)	1 960 LD (\$28)
Mike Z. Quoitee	Trainer (900)	NA
Albert T. Dixon	Trainer(2 000)	NA
Sam H. Zarme	Trainer (3 000)	3 000 LD (\$43)

The income generated from the sales of seedlings ranged from \$26 to \$43 in FY-2012. The level of income and the seedling production levels (1,500-4,000) are still very low and could result in low motivation to continue.

Main activities of seedling producers:

A ranking matrix was used to determine the main activities of seedling producers among: production of seedlings, food crops, training, construction, tailoring, mechanics, gardening, and animal husbandry. The analysis suggests that seedling production (7 points); food crop production (7 points); and training are important activities. The analysis of the influence of these activities on the well-being of different social categories (men, women, children and market consumers) shows that food crop have a high influence on all social categories (32 points), followed by seedling production (25 points) and training (16 points).

The influence matrix also shows that men (25 points) take most of the advantages of these activities, followed by market consumers (22 points), than women (17 points) and children (9 points).

Challenges with seedlings:

Challenges with seedling production includes: i) limited knowledge of seedling management; ii) seedling production is labor intensive; iii) the youths in the villages are not involved; iv) the cost of labor is high; v) security is a problem; vi) construction materials are scarce; vii) limited capacity for the control of seedling borne diseases; viii) poor seed quality; and ix) poor seedling production capacity.

The trainers and seedling producers were asked about the inputs that are needed to control insect pests and diseases. Farmers do not know much about the quality of inputs found on the local market; and the MoA has not proposed anything yet. Some chemicals used by farmers include: Dursban (for all insects); Decis (for vegetable insects); and Perfection (for vegetable insects). According to some farmers, pesticides are too dangerous because most farmers have inadequate knowledge on the usage of pesticides.

Targets for 2013:

The targets for 2013 were discussed. The information gathered is summarized in the Table below.

Name	Seedlings produced in 2012	Seedlings planned in 2013	# of farmers buying in 2012	# of farmers planned in 2013
Monica T. Philips	2 000	4 500	5	12
John G. Baysah	1 500	NA	6	15
Joseph B. Sallah	1 500	4 500	13	150
Peter S. Kamara	1 500	3 000	95	200
Mike Z. Quoitee	2 800	9 000	18	30
Albert T. Dixon	900	5 000	6	12
Sam H. Zarme	3 000	15 000	6	25

Investment plan for 2013:

To achieve projected targets in 2013 participants were asked to develop and submit investment plans that include the unit and total cost of the following items; seed, labor, chemicals, nursery construction, planned production.

Finally, the participants agreed to consider starting two agro-inputs sales points in a pilot phase: 1 in Montserrado managed by John Baysah; and 1 in Margibi managed by Peter Kamara.

Task 1.2 Increased Productions and Profitability of Quality Rice

An innovative technology for removing the husk from paddy rice has been produced in a private metal workshop in Monrovia with the support of FED consultant, Mory Thiaw. This processing technology is lower in cost, lighter in weight, and more energy efficient than other intermediate-scale rice dehullers. Unlike other dehullers, it does not



Photo 1: Fixing and testing of the impact rice dehuller

remove the bran from the paddy rice, making the consumption of the resulting dehulled rice more nutritious. Dehuller testing has exhibited a high dehulling rate (i.e., percentage of dehulled grains to total grains entering the dehuller) from parboiled rice of 95 percent. A report of the results of consumer taste testing is awaited from the Nimba County FED project staff. The main remaining challenge is to identify a local supplier of rubber of appropriate quality to serve as the lining for the dehulling chamber. Use of the right lining material will increase significantly the technology's processing capacity. If a local supplier cannot be identified, the rubber lining material will be imported from the West Africa sub-region or outside.

Rice harvesting is ongoing in the four Counties while the enumerators were doing the yield estimate across the counties. To address the post-harvest problem faced by farmers, FED demonstrated rice parboiling and the impact rice dehuller in Neegbien, Nimba County. During the parboiling, farmers were taught the following procedures for parboiling:

- Wash the rice seeds to get rid of the un-filled grains
- Put water in the drum
- Make fire and let water boil properly
- Cut the fire off and put the rice in the boiled water in the drum
- Let the rice remain in the boiled water for four hours
- After that, drain the water down to the level of the outlet pipe
- Put fire under the drum
- Cover the rice with jute bag
- Parboiling is completed when you see small cracks on the rice husk (when the palea and lemma separate)
- Take the drum off the fire and put the rice on the drying floor or tarpaulin for drying

The day after parboiling, the rice was dried and the impact rice dehuller was demonstrated in the same community. Before the dehuller demonstration, Mory Thiaw and Dennis Wilson worked and tested the dehuller at Standard Garage in Ganta for three days after fabricating it in Monrovia.



Photo 2: Farmers doing manual threshing by foot and with stick



Photo 3: Woman using local winnower

During the demonstration, the farmers were taught how to assemble the machines, how to start them, and how to put rice in the dehuller for milling. Parboiled rice and non-parboiled rice were tested during the process. After the test, we realized that the rice that was not parboiled was all broken while the parboiled rice was milled whole grain showing the farmers the importance of parboiling and the performance of the dehuller when the rice is parboiled. According to the test conducted, the impact rice dehuller can mill 1 Kg of rice paddy in two minutes, and we also know from another test that the machine milling quality was 95%.



Photo 4: Farmers putting rice on tarpaulin after parboiling



Photo 5: Impact rice dehuller milling

During the month, preliminary recruitment of new farmer groups was done in Bong, Lofa, Grand Bassa, and Nimba. To date, 21 farmer groups have been identified in Bong, 16 identified in Nimba, and 14 farmer groups identified in Lofa. A total of 51 farming groups have been identified so far, pending verification.



Photo 6: Un-parboiled rice milled by impact rice dehuller (40% grain and 60% paddy)



Photo 7: Parboiled rice milled by impact rice dehuller (95% grain and 5% paddy)

Task 1.3 Increased Productions and Profitability of Quality Cassava

Maintenance work including weeding and soy flour application were carried out at the demonstration sites during the month of November. There were also insects and pest attacks at some of the sites in Nimba, Grand Bassa and Lofa counties. Grasshopper has been the main insect attacking the young cassava leaves.

The Pesticide Evaluation Report and Safer Use Action Plan (PERSUAP) has been approved and FED is in the process of drafting its insects and pests control producers which will help in controlling these pests and insects attacks.

Materials for the training of two Monrovia-based metal workshops for the manufacturing of six cassava fiber discharge mills were purchased on November 30, 2012. This technology grinds dried cassava into flour, separating the central fiber from the flour. Unity Metal Constructions and Services, Inc. are scheduled to be the first enterprise trained to manufacture this mill.

Task 1.4 Peri-urban Vegetable Production

2013 Groups Identification

During the month, 40 new groups were identified in Montserrado, Margibi, Bong, Nimba, and Lofa counties for the 2013 PUA production. Upon the identification of the groups, MOU's were signed with the groups to ascertain each party's contribution to the production of vegetables. To date, 17 new groups have signed MOUs with FED for Peri – Urban Agricultural production and soil samples were collected from 22 sites in Margibi and Montserrado Counties for analysis at Boimah's engineering soil science lab.

Mechanization

Crop protection

An insect problem of high economic importance in the peri-urban crop portfolio is that of flea beetles on okra. The insect is devastating and can defoliate plants emerging out of the early seedling stage. Such plants never develop their full cropping potential. Later infestations are less serious economically. Therefore, early growth control of flea beetle is important. Successful trials were conducted using diatomaceous earth showing almost complete control of flea beetle and use of this input will be heavily promoted by FED as it is likely that with early control the most significant yield increases will be achieved using very light applications of the crop protection remedy. See photo 8 and 9 which show treated and untreated plants. Diatomaceous earth is a PERSUAP approved nontoxic crop protection remedy that can be easily applied using simple hand operated knapsack sprayers.

FED is working closely with the Liberian Ministry of Agriculture in Kakata, to address the problem of soil erosion



Photo 8: Okra plant sprayed with diatomaceous earth



Photo 9: Untreated control plant

in the country. It is a serious problem in Liberia because of the high rainfall which causes cultivated soils to be lost to erosion thus reducing long term crop productivity – see photo 10.



Photo 10: Land before the planting of Vetiver



Photo 11: Nine weeks after contouring and vetiver stabilization



Photo 12: Velvet bean cover crop demonstration on contoured beds at MoA in Kakata.



Photo 13: Open soil vetiver nursery at MoA in Kakata

The method uses a noninvasive grass called vetiver to stabilize the soil while leaving most of the land available for growing crops (photo 11). Vetiver, often called the ‘thin green line’ stops soil movement while allowing water to drain freely from cropped land. Vetiver is used widely throughout the world for this purpose. In September a field at the Ministry of Agriculture farm planted to pepper and prone to sheet erosion was planted with vetiver. The results are shown in photo 11. Open soil nurseries of vetiver have been established in several areas and are included as a sub activity of the plant nursery training being carried out by the PUA component.

Cover crops

Cover crops including velvet bean, sunnhemp, and lablab have been established at various sites. The velvet bean, in particular, has been showing considerable promise as a cover crop though it suffers from the disadvantage of not being edible. However, it does provide excellent mulch, fodder and soil nitrogen. More trials on lablab are underway as this crop does produce edible pods. However, there have been some crop protection problems with young plants which are very susceptible to cricket damage.

Nursery construction

The rehabilitation of the Kakata demonstration site is ongoing, two of the 1Meter x 10Meters scaffold nurseries were constructed for growing vegetables at the demonstration sites. Pepper and bitter ball were sown in the nurseries for field demonstration purposes.



Photos 14 & 15: Seedling and nursery rehabilitation at MoA site in Kakata

Dermot Cassidy completed the second of his STTA inputs to the PUA component at the end of November. A significant number of inputs were provided by Mr. Cassidy which are highlighted in his trip report. The principle input from Mr. Cassidy has been the finalization of the PUA technical documents relating to the agronomy and management of PUA crops in the context of the 2013 Work Plan. These crops have not been well researched in the Liberian context and there have been an immense amount of information gathering from the field by PUA extension staff over the early part of 2012 in order to produce meaningful guides. The technical guides are completed and are now being developed into extension materials to be used for developing training modules.

Vegetable seedling production training

The second phase of the seedling production training program started on November 20, 2012. Fifteen of the trainees were from the first phase, while another twelve are new trainees. Moringa and vetiver have been added to the crops to be propagated by the fifteen first phase trainees. The basic curriculum is as follows:

- Nursery construction
- Types of nurseries
- Materials used for elevated/scaffold nursery
- Dimension of an elevated/scaffold nursery
- Nursery bed dimension
- Soil composition
- Seed selection
- Compost production
- IPM approach
- Control of nursery pests

The full list of participants and the training schedule follows:

BONG AND GRAND BASSA COUNTIES TRAINER – Albert Dixon

Time frame	Location	Name
Nov. 20 & 21	Worla, Bong county	Joseph Kekula
Nov 22 & 23	Little White House	Jessy Harris
Nov 24 & 26	Kollie Ta	Jerrison Hall
Nov 27, 28 30	Cotton Tree	Joseph Better
Dec 1, 3 & 4	Beanville	Stephen Sackie
Dec. 5 & 6	Buchanan, Grand Bassa	Helena Mansuah
Dec 7 & 8	Compound #2	Janjay Vambo
Dec 10 ,11 & 12	Compound #3	Benjamin Domba
Dec 13 , 14 & 15	Zorndan Town	Princeton Diakpo

NIMBA AND LOFA COUNTIES TRAINER – Mike Quoitee

Timeframe	Location	Name
Nov. 20 & 21	Veehn Town, Nimba County	Paul Queeglay
Nov 22 & 23	Neengbah	Prince Wonyenne
Nov 24 , 26 & 27	Pauyor Village	Sylvester Tokpah
Nov 28 , 30 & Dec 1	LPMC community (Ganta)	Wilfred Lablah
Dec ,3 & 4	Balawala Ta Lofa County	Fallah Ben
Dec 5 & 6	Mendalas Town	Ezor Innocent
Dec 7 8 & 9	Voinjama	Deddeh Sonnie
Dec 10, 12 & 13	Foyah	Agaton Fayomba
Dec 13, 14 & 15	Salayea Town	Wilfred Mensah

MONTSEERRADO AND MARGIBI COUNTIES - TRAINER – Sam Zarme

Timeframe	Location	Name
Nov 20 & 21	Kakata, Margibi county	Peter Kamara
Nov 22 & 23	26 Gate	Joseph Jallah
Nov 24 & 26	Konola	James Winnie
Nov 27 & 28	Weala	Emmanuel Sawee
Nov. 30 , Dec 1 & 3	Mandingo Quarter	Francis Korvah
Dec 4, 5 & 6	Kakata	Tutu C. Konnene
Dec 7 & 8	Fendell	Monica Philips
Dec 10 & 11	Todee	John Baysah
Dec 12,13 & 14	Virginia	Varney M. Dixon

Vegetable dryer production training

STTA consultant Eric Nzokou and FED Manufacturer Trainer Lamine Quoizenah trained the second of two metal workshop enterprises – United Brother’s Innovative Metal Shop, Inc. – to manufacture a forced-air dryer during November 2012. In collaboration with consultant Mory Thiaw, training of United Brother’s Innovative Metal Shop, Inc. focused on the biomass-fired dryer, an innovative technology that uses only a small amount of charcoal instead of LPG as a heat source, significantly reducing capital and operating costs. At the end of November, Mr. Nzokou and Quoizenah began to train Old Folks Workshop, to fabricate the gas-fired dryer, to construct, operate and

maintain the biomass-fired dryer, converting the three gas-fired dryers he was initially trained to make to adapt them to run on charcoal. These actions have resulted in the training of a total of six metal workers (three per workshop), the production of six dryers, and dryer demonstrations. COSEO, a local NGO specializing in processing, has begun to purchase (in installment payments), a biomass-fired dryer from Old Folks Workshop.

Treadle Irrigation Pump Sales

There were no treadle irrigation pump trainings conducted in November 2012. However, as planned, at their own initiative, several FED-trained manufacturers began commercial activities. These activities included:

- Production of ten pumps by SMART Garage (Gbarnga) in anticipation of future orders
- Sale of three pumps by Sesay Metal Workshop (Voinjama)
- Expression of interest by a Salayea-based group for the purchase of fifteen pumps

Collaboration with Other Programs

The USAID Advancing Youth Project (AYP) has been discussing with the FED team the possibility to collaborate with their adult literacy program because a lot of the beneficiaries in their educational program have expressed interest in getting involved in Vegetable Production. Two meetings were convened with AYP beneficiaries in Bong County at Gbotai where they have 42 participants; and Suacoco Town where they have 49 participants. During the meetings at the two sites, beneficiaries/learners expressed enthusiasm of working with FED to establish vegetable plots. It was agreed that the beneficiaries/ learners negotiate for land with land owners and set aside a day in the week for work and trainings as an added activity to their literacy program. Currently the land has being arranged with land owners for production, clearing of sites is ongoing and the MOU will be entered with the two groups in the following month.



Photo 16: Meeting with AYP project beneficiaries at Suacoco, Bong County

COMPONENT TWO: STIMULATE PRIVATE ENTERPRISE

During the month of November, the Enterprise Development team accomplished the following activities:

Activity 2.3.A.i Profile Commercial Buyers and Activity, 2.3.A.ii.a – Profile and Select Lead Producers, FBOs, and Enterprises

Stakeholder Survey Project

Subah Belleh Associates (SBA) completed the Stake Holder Profile surveys in the six counties. The total number of interviews conducted exceeded 500. SBA will prepare a draft report of their findings by December 7, 2012. A presentation of their findings will be conducted the week of December 10.

Activity 2.3.A.ii.e – Targeted Technical Support

New Generational Women Baseline Survey

As part of the New Generational Women project, AEDE conducted a base line survey with 99 households of the Cooper Town community. The base line information will be used to measure the impact of a year-long cassava and vegetable project that FED is supporting in collaboration with Chevron. The baseline report will be finished by mid-December.

Organization Strengthening Training

Rights & Rice Foundation (R&R), an IQC holder, is currently conducting the first round of Organization Strengthening training for nine groups (267 participants, 189 female & 78 male) in Bong, Lofa, Nimba, and Grand Bassa counties. To date, R&R has conducted the training for two groups in Bong County and will commence training with two other groups in Grand Bassa and Nimba counties beginning December 3, 2012.

Business Plan Mentorship

A two- day Business Plan Mentorship workshop was held in the conference room of the Food and Enterprise Development (FED) project from November 27 – 28, bringing together 10 Liberian SMEs for the development of their business plans. The workshop was the final follow up of the Six-Week Business Plan Mentorship program.

Pilot Youth Business Plan Competition

Twenty-eight out of 43 youth who submitted an executive summary as part of the youth business plan competition have been selected for the second stage of the competition. The 28 youth represent seven business ideas from Montserrado County and four business ideas from Bong County. The youth in Montserrado will start their training and mentorship at the Monrovia FED office on Friday November 30, 2012.

Cassava Preservation

From the 1st of November to the 10th, Mr. David H. Picha, professor of horticulture from the Louisiana State University, worked along with members of the ED team to conduct a cassava preservation method study. He tested four different methods of preserving cassava:

- 150 pm chlorine + botran
- control wash

- paraffin wax
- shrink wrap

Shrink wrap and paraffin wax were found to be the most effective for Liberia, preserving the freshness of cassava for up to 21 days. Currently, the ED team is testing the marketability of preserved cassava, placing cassava at four locations in Monrovia for sale to the public.

Future Training

The ED team released two requests for task order proposals (RFTOP) for Organization Strengthening and Financial Management training for 16 producer groups (216 males, 231 females) in FED's four primary counties on November 30, 2012. The RFTOP is seeking to hire IQC holders to conduct the training for these groups for the period of three months.

Activity 2.3.B.vi – Increase Enterprise Registration and Local Government Engagement

Ministry of Commerce and Industry (MoCI) Joint Activities

FED, in collaboration with MoCI, is conducting a joint outreach activity to communicate policy reform and fee standardization of the business formulization process and to introduce authorized agents in each of FED's six counties for SMEs and agriculture producer groups. The campaign will air radio jingles in 9 dialects on 15 local county radio stations followed by six town hall meetings and the distribution of flyers detailing the formulization process and fees. The first town hall meeting was conducted in Grand Bassa County on November 28, 2012 with the participation of 180 attendees, MoCI representatives, and FED staff. The campaign will continue in Bong and Margibi counties the week of December 3, in Lofa and Nimba counties the week of December 10, and will wrap up in Montserrado on December 13.

MoCI, in collaboration with the Liberian Better Business Forum (LBBF), will host a three-day conference and trade fair to support 150-200 SMEs in February, 2013. The purpose of the conference is to promote activities in the four pillars of the Micros/Small and Medium Enterprise (MSME) division of MoCI: Legal and Regulatory Reforms, Access to Markets, Access to Finance, and Building Skills and Knowledge. The conference will allow the government to take stock of the MSME sector in Liberia, deliver key training workshops to assist them in all stages of development, and examine practical steps that other key players including banks, micro finance institutions, and concessionaires can take to promote sustainable growth leading to employment creation and jobs. FED will participate by providing budgetary support for the event and by sponsoring 50 FED SMEs and farming organizations to join the conference and participate in the trade fair.

Activities Planned for December

- Second Organizational Strengthening Training and Financial Management Training
- Youth Business Plan Competition (phase two, training and mentorship)
- Q2 FY2013 County Technical Work Planning Session

COMPONENT THREE: BUILD LOCAL HUMAN CAPACITY

Task 3.1 Creating Centers of Excellence

Nimba County Community College Assistance

The Vocational Education Specialist travelled to Sanniquellie on November 4th to the 10th to meet with the NCCC administrators, NCCC surrounding community volunteers and the instructors in the department of agriculture of NCCC. In his week-long meetings, there were a number of discussions focusing on striving towards making NCCC a center of excellence. Among them were negotiations leading to a memorandum of understanding for college development including, library and internet resources provision, farm development, internship office establishment, and adult literacy for the community. A detailed request from NCCC is provided in Appendix A.

Internship Program Assistance

The FED program has an internship program where 60 senior students or recent graduates are taking 3 months to experience job training while being monitored by FED Training Specialist, Catherine Karmo. One intern, stationed at the FED Bong County Office was selected to learn about drip irrigation systems. At the Bong County office the VTNFES, who also has expertise in drip irrigation systems, had the intern develop a field layout of 100 m². Two men were hired to help dig the layout and pulverize the ten bags charcoal and spread two bags on each of the five 10 x 1 meter beds and then turn it in with a shovel. After incorporating the bio-char in the beds two bags of compost (purchased from BWI at \$12.00 USD each) were then raked lightly over the top of each bed.

The Bong County Ministry of Agriculture has two covered elevated nurseries. FED intern, Naki placed BWI compost on one of them, mixed it in and then sowed seeds of tomato, hot pepper, flowers: aster and petunia, and onion.



Photo 17: Connecting the Lead Hose to the Drip Tape lines

At the end of the day the beds were ready for drip tape installation. The VTNFES worked with the intern of critical installation techniques.

In the second half of November the irrigation system will be fully functional and vegetable crops growing to display to the Ministry of Agriculture and other guests the usefulness of an easy and efficient irrigation system suitable for vegetable crop production in the dry season.



Photo 18: Intern Naki Sowing Seeds to be transplanted in the Drip Irrigation

Ministry of Education

The Ministry of Education's (MoE), Bureau of Science, Technology, Vocational and Special Education (BSTVSE) has requested financial assistance to complete the actions to finalize the National Agriculture diploma curriculum. A

responsibility chart (see appendix B) has been drafted and the MoE, BSTVSE and FED will meet on the 19th of November to create a timeline for the activities. A Memorandum of Understanding will follow thus allowing for action and moving forward in order to make the ECOWAS-TVET National Agriculture Diploma a reality for 2013.

All Staff Workshop

Component three staff, Catherine and Dennis worked on the Year Two Plan All Staff workshop. This event took place on November 11, 12 and 13th at the P & R Rib House in Monrovia. In this event all 98 FED employees were invited to learn about the Year Two plan of work as well as offer activities and applications of the plan for the upcoming Year Two FED Work Plan. Catherine spent considerable time in the planning committee and carrying out the Workshop. Dennis prepared two presentations on Personality Identification with implications for the Workplace as well as a presentation on Conflict Resolution.



Photo 19: A Presentation by MDF at the Second Annual Work Plan Workshop



Photo 20: FED Chief of Party Congratulates Student Interns at the Closing Ceremony, Monrovia

Internship Program Graduation

On November 27, 2012 the Closing ceremony for the FED Internship program was celebrated. In attendance were 58 internship students, the FED Chief of Party, Jonathan Greenham, Dr. Walter Wiles of the University of Liberia, Morris Gray of Booker Washington Institute, the president of the United Methodist University and the Internship partner from EHED, James Mulbah. Interns were competitively selected from students attending the University of Liberia, the United Methodist University, Booker Washington Institute and the Nimba County Community College. Dr. Kimmie Weeks, Executive Director of Youth Action International gave a motivational speech highlighting his experiences leading to his success with his current organization. Certificates were issued, T-shirts given and a hearty lunch followed.

Lofa County Community College

During the third week of November, with the rainy season diminished and the roads dried up, Component three team paid a visit to Lofa County Community College (LCCC). The two day journey to Voinjama began on the 21st of November and ended on the 27th.

On Friday, November 23, 2012 the VNTFES, VES, the FED County Manager, Moses Jaygbah, and the M&E Coordinator, Lewis Grimes, visited the LCCC for the scheduled meeting with the Dean of Student Services and his staff. The meeting was held in the office of the President, Dr. James Jollie.

After members of LCCC and FED introduced themselves, the VTNFES and VES informed the Dean and his staff about the purpose of their visit and explained the FED program to them. They told Mr. Sallay that FED will be working mainly with their agriculture department to ascertain that graduates of the department will be able find a place in the job market as well as be equipped to start their own agro business or be fit to enter a university to earn a BSc. degree in agriculture.

FED will be looking at their library to see how they can help with a good internet system and how they can provide some agricultural text books for the students and teachers. FED will also see how best they can upgrade their internship program and work with the college and the Ministry of Education to develop a relevant curriculum.



Photo 21: The Entrance to the Lofa County Community College in Voinjama City

The Dean welcomed VTNFES and the members of his team and told them that the President, Dr. James Kolie traveled to Monrovia for an urgent meeting at the MOE. LCCC is in its infancy stage and needs all the help. The agriculture department has two instructors and 160 first-year students (141 male and 19 female).

After the meeting with the Dean and his staff, he took the FED Team on a tour of the campus. There are sufficient classroom spaces but they are not equipped; there are not enough furniture and no office for the instructors. The library space is also inadequate; it can barely accommodate twenty-five students. There is no laboratory facility for the science student. LCCC is located on 70 acres of land given to them by the County. The President of LCCC has built large palaver/peace hut in the center of the campus. The interior of the hut is designed with local bamboo mats and is equipped with electrical lights and outlets.

After touring the LCCC Campus, Some members of the administrative staff took the FED Team on a tour of the Voinjama Multilateral High School (VMHS) Campus to look at their laboratory facilities. We found the laboratory buildings destroyed. The purpose for our visit was to see how both institutions could collaborate with their science programs if the VMHS had a functioning laboratory. The head of the agricultural department of the VMHS told the Team that they are teaching agriculture to students from grade 9 to 12. They were transplanting pepper to their field and have cabbages and garden eggs on the nurseries ready to be transplanted. The VMHS Agriculture Department also has a functioning piggery program.

Later that day, the VTNFES and VES visited the Lofa County Agricultural Coordinator, Mr. John Dovee, at his office in Voinjama. The CAC welcomed the members of the FED Team and informed them that the bad road condition has hampered the agriculture program of the county. He also complained about the lack of processing facilities for the farmers. He has high hopes that FED is going to encourage the LOFA farmers to take agriculture as a business so that LOFA will again take its place as the bread basket of the country.

Grand Bassa County Community College

On Friday, November 16th the VES and the FED IT specialist Matthew Zoegar, joined the VTNFES and travelled to Buchanan to meet and stimulate talks with the president of Grand Bassa County Community College, Dr. Levi Zangai. This facility also houses the TVET (post-secondary) vocational program of the Ministry of Education. The Comp 3 team met with the president in his office. During this meeting the VTNFES explained the interventions that FED is prepared to offer. These include information resources, VSAT system and library resources textbooks,

Internship and Student Career services assistance, farm and curricula assistance leading to job-readiness and a student leadership program.

After meeting with the president along with the Dean for Academic Affairs, and two staff of the Department of Agriculture, the president showed the component three staff a letter received by Concern International. The letter stated that Concern International had handed over a 30 acre Farmer Resource Center (FRC) located at Compound Two, in District Two, Grand Bassa County which is 54km away from the city of Buchanan. This facility will enable the GBCCC department of agriculture to offer practical activities as a component to their two-year associate degree program. The FED Component Three team as well as the Component One team with the County Manager, Philip Zoryu, will be paying an evaluative visit to the facility soon to determine the extent of assistance FED can offer the community college.



Photo 22: Grand Bassa County Community College Agriculture Students

The GBCC president then gave a tour of the existing facility in Buchanan and the new campus under construction some five kilometers west of the city. At the new construction site, the facility was evaluated for a VSAT internet installation as well as an office space for FED and the Internship Student Services office.

On Monday, November 19th the Vocational Teacher Training Specialist, James Cooper, was hired and will begin activities in at the FED-BWI office where he will set up a work station.

Outstanding activities:

My Brother's Keeper:

There are two issues at the Orphanage. The well that was drilled is not deep enough to supply sufficient water for the vegetable crops. Also, the chicken tractor remains empty. There seems to be hesitancy to begin. FED recommend providing five hens and some feed to get them started. Planting of the site was delayed due to water issues. This is still a problem. However, seeding and transplanting has begun.

Ministry of Education's Bureau of Science, Vocational and Special Education:

A meeting was held with the Honorable deputy minister, Yonton Kesselly and his vocational education advisor, Sayku Dukuly. A time frame for activities will follow and a formal memorandum of understanding. The Vocational Education Specialist, Albert Bass, will take the lead on this activity.

Request for Quotation, Textbooks for Five Educational Institutions:

The deadline for submission was November 19th. One bid was submitted. It was opened and assessed on Friday, November 30th.

Monitoring and Evaluation

During the month, the major activities to be addressed included completion of the M&E Manual, reviewing and finalizing the draft PMP and accompanying Indicators, finalizing the FED targets for 2013 and beyond, reviewing the results for 2012, and work with the M&E staff to develop a strategy for monitoring, analyzing and reporting on the implementation and progress of FED activities established in the 2013 Work Plan.

The rice harvest survey continues and the data entry process will begin in the first week of December and indicators' results and targets were been revised in line with more careful reading of the definitions and in consultation with USAID. These numbers will require further updating as the Year 2 Work Plan is finalized and results from the rice harvest are known.

The stakeholder profiling survey was carried out in all six counties by a contracting firm, Subah Belleh and awaiting survey report. FED staff conducted two days GPS survey training with the Subah Belleh survey team using mobile phone.

ICT Specialist, Jackie Carlsen, and GIS Officer, Sneh Kofa rolled out mobile data collection training with M&E staff, Extension officers, and Enterprise Development Assistants in Bong, Grand Bassa, Nimba and Lofa counties.

Field Travel

M&E staff made 12 trips to various activity sites as per the following table. A complete listing has not been received from all the counties which would have made the list considerably longer.

Monrovia and County M&E Coordinators Monitoring Visits

M&E staff	Number of visits	Activities visited	Observations
Grand Bassa - Varney	7	New village locations; rice surveys	M&E exploring possible activities at new sites with county team members
Monrovia – William, Joseph, Kofa, Marit, and Bob	6	Rice surveys, mobile phone, GPS location for villages, vegetable demos, Enterprise Profiles survey	Initial visits to new activities; continuing efforts to GPS all FED sites; observing ongoing ED profile survey activity
Nimba	N/A		Unable to get timely reports due to Internet issues
Bong	N/A		Same as above
Lofa	N/A		Same as above

Overall County Findings

Nimba

- a. The vegetable group sold pepper and tomatoes for seed multiplication through the efforts of the ODAFARA Team working with the group. The vegetable group has agreed to sell seeds to other farmers' groups in their area.
- b. Sales from the vegetable harvests in the Doumpa special project area totaled LD\$35,900.00 from August 6 to November 19, 2012.
- c. Some rice producers that participated in the demonstrations are requesting that FED assist them in finding markets for the rice they have produced. Speaking in Doumpa on November 23, 2012, lead farmer Jonathan Fahn said, "We want FED to help in linking us to a good market in the county where our seeds can be bought quickly at a reasonable price". The farmers' groups requested a needs assessment by the Enterprise Development Team to learn what the farmers might intend to do with products they are harvesting.

Margibi

A revision to the PUA section of the M&E field data collection manual was proposed, discussed with the M&E team and written up. The proposals were discussed in a joint visit to the field by both the PUA STTA and the M&E team on 28th Nov where sites at MoA Kakata, Air Town and Booker Washington Institute were visited.

M&E Successes and Challenges

- a. During a couple of monitoring visits, the demonstration groups were very interested in the results, the group leaders were knowledgeable, and all were thinking about what next.
- b. The county staff visited were invigorated and knowledgeable about the project and displayed a keen interest in their work on the project.
- c. In Nimba, one of the group leaders said the following: "Funds that will be generated from the sales will be deposited at the bank and decisions about using it will be determined by the group later", he said. This kind of thinking needs to be followed-up.
- d. As the project grows, the level of MoA understaffing and underfunding will become an issue for monitoring, follow-up, and sustainability.
- e. The geographic spread of activities could become a problem for follow-up with participants and monitoring. The proximity of villages will be an important consideration for establishing new village sites.
- f. In a conversation with the leadership of the group "From God to Man" in Doumpa Town on November 22, 2012, they said that they would appreciate if FED could assist them in a cassava special project for Year II.
- g. Some of the FED vegetable producers in Nimba cited a lack of market access for their products.

Rice Survey

Summary Data for Rice Crop Survey

Rice Harvest Survey – County	Upland	Lowland	Number of farms
<u>Bong</u>	<u>110</u>	<u>6</u>	<u>116</u>
<u>Grand Bassa</u>	<u>26</u>	<u>6</u>	<u>32</u>
<u>Lofa</u>	<u>111</u>	<u>5</u>	<u>116</u>
<u>Nimba</u>	<u>101</u>	<u>5</u>	<u>116</u>
<u>Total</u>	<u>348</u>	<u>32</u>	<u>380</u>

1. The rice survey team requested additional GPS devices to enable the enumerators to accurately collect the data for area measurement of the traditional farms that were selected for the crop yield survey.
2. Due to the shortage of GPS devices and the late timing of the planting of rice, CRDI team had their survey contract amended to complete those FED rice demonstration sites that were not available for harvest.
3. The survey form could be expanded with additional fields that will capture more details during the data collection process, such as questions about planting and technologies used on personal household lands.

Special reports/studies/surveys

1. Indicator Disaggregation

Revision of Indicator numbers has skewed the targets and results for 2012 and the targets for 2013-2015. These numbers require further review and justification in the coming weeks. Indicator definitions will need to be analyzed to ensure that sufficient data is being incorporated into the Indicators.

2. PIDS

To date, data entry has been completed for the Performance Indicators Database System which is administered for USAID by the Liberia Monitoring Evaluation Program. The data entry captures our reporting indicators to USAID as well as FED's custom indicators.

3. Rapid Rural Appraisal (RRA)

This survey will be undertaken in the first and second quarters of FY 2013 to gain a better understanding of current FED villages to further their development based on 2012 activities. The survey will also prepare FED for 2013 activities in new villages through better insights as to what is needed to move them to targeted levels of food security and sustainability.

4. Enterprise Development Stakeholders Profiling Survey

M&E participated in the initial survey visits to four of the six counties. Once completed, M&E will work with Component 2 in determining how these profiles will be used with the Indicator tracking process.

Indicator Status Table

For this month, the Indicator targets that changed are listed in the table below.

Indicator	FY 2012 target	This month	Cum total FY 2012	comments
USG Supported Training 4.5.2-7 (3.3.1)	9,364 individuals	8 m/2f	10	Input Supply Training

Based on the discussions with USAID, an Indicator Disaggregation Table was completed that allows for a much more in-depth review of FED activities. Similar discussions were held with the Component Leaders and Activity Managers as a result a revised list of results achieved to date and estimated targets through 2015 were developed. A set of assumptions and explanations were also prepared to accompany the revised tables.

Successes' and Challenges Encountered During the Month

1. Successes

- The GPS and mobile data phone programs are moving along. A training in the use of the mobile phones in the field will be held the second week in December.
- The rice survey is going well, following the extension of the contract due to delays in harvest dates. M&E has prepared a data table and the survey team will do the data entry, saving M&E considerable time and effort. The data and results will be analyzed during the next month.

2. Issues

- Grand Bassa and probably the other counties continue to have problems with internet connectivity, this impacts the speed at which data from the counties can be shared and analyzed
- Grand Bassa M&E reminds us that internal travel within the county continues to be a challenge
- Nimba M&E Coordinators requested they be provided with regular updates on field data analyses to enhance their knowledge of how field data contribute to FED's objectives

Activities planned for December 2012

- M&E staff will participate in the FED workshop planned at the county level to set the stage for implementation of the 2013 Work Plan
- Possible introductory field trip to Nimba for the STTA consultant
- Completion of the M&E Procedures Manual and Guidelines
- Continue to follow-up with Component Team Leaders on capturing accurate data that reflect design activities
- Completion of the project PMP
- Participate in one or more County level agriculture coordination meetings with MoA
- Grand Bassa M&E plans to follow up on the Enterprise Development Town Hall Meetings.

8. All of the County M&E staff will continue to monitor the rice harvest surveys, visit proposed new activity villages, follow-up the seedling producer trainings and ED Financial Management for CBOs trainings.
9. Mobile data collection training to be conducted by Kofa to the M&E staffs, Extension officers and Enterprise Development Officers in Bong, Nimba, Lofa and Grand Bassa counties.

Market Development Fund

During the month of November 2012, the MDF approved three new activities under Component One and Component Two totaling **\$28,305**. One focuses on providing training to targeted FBOs on Second Organizational Strengthening another will focus on video training for agri-businesses in FED value chains , and the other activity intends to provide training in the use of biomass-fired dryer testing. In summary, from the beginning of the program through November 2012, FED has generated and approved **42** activities, totaling **\$1,268,620** in budget estimates. There are another **25** activity concepts covering all three Components, totaling **\$5,713,687** in budget estimates that have been proposed and are in the approval process. A table summarizing completed and ongoing activities follows below (please note that completed activities are shaded grey):

FED Activity Table – Approved and Live Activities

Activity Name	Numb	Description	Start Date	End Date	Approx. Value (USD)	Location (county, district)	Activity Status
COMPONENT 1							
Rice Production and Processing Demonstration	C1-MDF-01	26 sites/partnerships with farmer associations in training by module (site selection, rice variety selection, land preparation, fertilizer application, seedling production, transplanting, and irrigation, weeding, harvesting, and post-harvest). In addition, labor-saving production technologies (rotary weeders, power tillers) will be demonstrated.	5/21/12	10/31/12		Lofa, Nimba, Grand Bassa, Bong	Ongoing
Water Well Drilling	C1-MDF-02	Assess local conditions for the installation of tube wells, including a technique that increases the recharge rates of existing shallow wells, and train the FED project technical trainer and workers from two	5/24/12	08/31/12		Bong, Montserrado, Nimba, Margibi	Ongoing

		local enterprises in the manual installation of tube wells.					
MoA Participation at Scientific Conference of the Global Cassava Partnership in Kampala, Uganda	C1-TRN-03	Enhance MoA's knowledge of climate change concerns for the cassava sector by funding the attendance of their program officer at the Scientific Conference of the Global Cassava Partnership in Kampala, Uganda.	6/18/12	6/22/12		Montserrado	Completed
Training Private sector on Soil Testing processes and procedures	C1-TRN-04	Enhance soil testing services in the private sector by partnering with a company that is currently providing soil testing for engineering services but who would like to expand soil testing to the Ag sector. FED will provide training on how to test soils while the company will provide the soil tests required by the FED program so extension agents can make fertilizer recommendations.	5/28/12	9/30/12		Montserrado	Completed
Training and Demonstrations on Integrated Soil Fertility Management/ISFM	C1-MDF-06	Train 1000 farmers on 22 FED cassava demonstration sites, upland rice out-growers, members of 3 cooperatives, 20 extension staff and 12 agro-dealers. The total ISFM demonstration coverage is 150 hectares covering all FED sites (60x50) per plot.	09/24/12	11/30/12		Bong, Grand Bassa, Lofa, Nimba	Ongoing
Capacity building for the safe use of authorized agro-chemicals in Bong and Lofa	C1-MDF-08	Collaborate with input dealers in organizing sensitization, awareness creation and demonstrations for the safe use of authorized agro-chemical and equipment. Conduct two demonstrations of innovative tools, inputs (fertilizer, chemicals, etc.) in Lofa and Bong.	7/24/12	8/15/12		Lofa, Bong	Completed

Arjay Farms Out-grower Expansion	C1-MDF-11	Work with Arjay Farms in expanding and training additional out-grower staff. In addition, provide Arjay with the necessary tools and training in order to process the significant increase in rice seed.	6/18/12	10/15/13		Montserrado	Ongoing
Vegetable Seedling Special Study	C1-MDF-13	Identify approximately 30 independent vegetable seedling producers in the focus counties (5 per county). Then conduct mini-survey with 30 producers to collect data on each production sites' setup and location, scope of seedling production and sales, inputs and costs for production, as well as challenges in producing and selling vegetable seedlings. Based on the survey determine the best candidates to be trained as commercial vegetable seedling producers through the FED Vegetable Seedling Program.	6/5/12	7/02/12		Bong, Grand Bassa, Lofa, Nimba, Montserrado, Margibi	Completed
Food Consumption Patterns & Expenditure Among Peri-Urban Farmers (FCPE) Special Study	C1-MDF-14	A mini survey of a sub-sample of the FED Baseline Survey of households that was conducted between February and May 2012. The Baseline sampled approximately 85 households involved with FED in the peri-urban areas of Margibi and Montserrado Counties. The specific objective of this survey is to characterize the following: types of food consumed (dietary variety) and types of food sources by household head type, main livelihood of household head and household size; estimate average household food expenditure and share of different food types in total food; and consumption shocks and coping strategies.	5/21/12	6/29/12		Montserrado, Margibi	Completed

Soy Flour Compost Distribution	C1-MDF-15	Collaborate with OICI on the transfer of 485 MT of spoiled soy flour that was imported by OICI but is unfit for neither human nor animal consumption. FED will work with local partners on using the soy flour for compost on FED and partner sites. A warehouse will be constructed to store the soy flour.	7/9/12	12/31/12		Bong, Grand Bassa, Lofa, Margibi, Montserrado, Nimba	Ongoing
Completion of National Peste des Petits Ruminant (PPR) Vaccination Campaign	C1-MDF-18	Assist MOA with effective completion of the National PPR vaccination campaigns at the County level. Significant EU/AU/IBAR provided vaccines remain unused due to closure of program.	7/2/12	10/15/12		Bong, Grand Bassa, Lofa, Margibi, Montserrado, Nimba	Ongoing
Biomass-fired Testing and Possible dissemination	C1-MDF-19	The aim of this activity is to test, demonstrate and, depending on the results of the testing and demonstrations, promote the commercialization of biomass-fired vegetable dryer.	11/16/12	12/18/12		Montserrado	Ongoing
Vetiver Expansion Program	C1-MDF-20	Develop plant materials that are effective at stopping soil erosion. Establish small nurseries of Vetiver at the county offices to be eventually planted out at demo sites to assist with soil erosion.	6/29/12	10/31/12		Bong, Grand Bassa, Lofa, Montserrado, Nimba	Ongoing
Cassava Demo Site Training and Cultivation – Phase I	C1-MDF-21	22 sites/partnerships with farmer associations to increase farmers' capacity to increase the production of cassava, expand network of out grower farmers in cassava, and build sustainable and profitable cassava farming operations for cassava farmers in the target counties.	6/18/12	10/31/12		Lofa, Nimba, Grand Bassa, Bong	Ongoing
Phase I, Youth Nutrition Program	C1-MDF-22	Build Demonstration site to build and increase overall nutrition at orphanage. Train Orphanage leaders and kids in vegetable farming and input supplies and	6/29/12	12/31/12		Montserrado	Ongoing

		provide technical assistance on goat health.					
Vegetable seedling production and sales	C1-MDF-24	Motivate farmers to invest in vegetable production by training seedling producers in use and promotion of improved inputs and on how to provide technical information services to farmers.	8/15/12	01/31/13		Bong, Grand Bassa, Lofa, Margibi, Montserrado, Nimba	Ongoing
Johnsonville Women Agriculture Project	C1-MDF-25	Improve the water management system through the construction of peripheral canals to collect and control water from the catchment areas and the construction of peripheral bunds.	7/23/12	10/22/12		Montserrado	Ongoing
Comprehensive Food Security and Nutrition Survey (CFSNS)	C1-MDF-26	Partner with the Government of Liberia on the 2012 CFSNS goals to provide baseline food security and nutrition information that will underpin the measurement of progress in the implementation of PRS II and UNDAF 2013-17. The main objective is to ensure availability of timely and appropriate high quality food security and nutrition data to inform policy and programming.	7/16/12	12/14/12		Bong, Grand Bassa, Lofa, Margibi, Montserrado, Nimba	Ongoing
One day technical consultative workshop on livestock interventions in Liberia	C1-MDF-29	Assist the MOA in achieving a sound understanding of development interventions in the livestock sector by arranging a meeting to identify donor funded interventions currently under implementation in the livestock sector and facilitating relationship building among participating organizations.	9/6/12	9/6/12		Montserrado	Completed
Soy Flour Compost Production Training	C1-TRN-30	Collaborate with Sangay farm based on their knowledge and experience in compost production to train lead cassava farmers from Bong, Nimba, Grand Bassa	8/16/12	8/30/12		Bong, Nimba, Grand Bassa, Lofa	Completed

		and Lofa counties in compost production and its application.					
T-shirt for Cassava, up and lowlands rice, and vegetables demonstration trainees	C1-MDF-31	Increase awareness of FED programs in targeted communities by production of a FED t-shirt to be distributed to those who are participating in FED activities.	8/21/12	9/30/12		Bong, Nimba, Grand Bassa, Lofa	Ongoing
Training in treadle pump manufacturing and tube well installation	C1-MDF-32	Train metal workers and other artisans in the production and installation of treadle irrigation pumps and tube wells, which are relatively low cost and highly productive irrigation equipment.	8/16/12	2/28/13		Lofa, Margibi, Nimba	Ongoing
Vegetable and Cassava Processing	C1-MDF-34	Train local manufacturers in producing low-cost, efficient cassava and vegetable processing equipment. Provide portable cassava mill and other processing equipment allowing for easy transportation from one location to another.	9/24/12	12/15/12		Montserrado, Bong	Ongoing
Impact Rice Dehulling	C1-MDF-40	Introduce low-cost, locally made rice dehulling equipment available to rice producers and consumers, making profitable processing businesses a possibility and improving access to markets.	11/07/12	12/18/12		Montserrado, Bong, Nimba	
COMPONENT 2							
Business Management Skills Training	C2-TRN-01	Stimulate agribusiness growth by conducting a business management training that will help attendees to identify their business skill strengths and weakness; develop a stronger business plan; learn about the various component of managing a successful agri-business;	5/23/12	6/8/12		Grand Bassa, Montserrado, Nimba	Completed

		and present an action plan to develop and manage a profitable agriculture business.					
Formation of National Cassava Sector Coordinating Committee	C2-MDF-02	Facilitate the establishment of a sustainable system for coordination, advocacy and information dissemination within the Cassava sector as agreed in the National Cassava Sector Strategy document.	6/1/12	9/30/12		Lofa, Nimba, Grand Bassa, Bong	Ongoing
Enterprise Development Pilot Program	C2-TRN-03	Prepare various producer groups in Nimba to meet the minimum standard requirements as Business Associations (Business registration and establishing bank accounts as well as putting in place good financial system) through a training workshop.	7/2/12	10/31/12		Nimba	Completed
Computer literacy training for From God to Man Farmers Association	C2-TRN-04	Provide basic computer training to ten community members in the village of Doumpa. The computer training will enhance the capacity of the farmers' association to efficiently manage the association	7/12/12	9/12/12		Nimba	Completed
Stakeholder Profiles	C2-MDF-05	Provide baseline and profile data on lead producers, agro-input dealers, processors, transport and logistics companies, and buyers (including markets) that support the four value chains: rice, cassava, vegetables, and goats in Bong, Lofa, Nimba, Grand Bassa, Montserrado, and Margibi.	8/6/12	9/30/12		Bong, Grand Bassa, Lofa, Margibi, Montserrado, Nimba	Ongoing
Business Skills Training for SMEs	C2-TRN-06	To stimulate the Agriculture sector FED will work with approximately 25 participants representing 12 SMEs on the following: key considerations when writing a business plan; applying a simple	7/18/12	9/7/12		Bong	Completed

		process to write a business plan effectively; coordination of various company departments and resources in the process of writing the business plan; and drafting of business plan document.					
Mentorship program for Business Plan Development for SMEs	C2-TRN-07	Market Research training, Telephone follow-ups with various groups, Market Analysis & Development of Marketing Plan training, Development of Production/Operational Plan training, Development of Financial Plan training, and finalization of each partner's business plan.	7/25/12	10/31/12		Bong, Montserrado	Completed
Welekamah Farmer Based Organization	C2-TRN-08	Build the capacity of Welekamah to operate more effectively as a business through a training workshop which will address the topics of customer service, selling techniques and farming as a business.	1/4/12	1/6/12		Bong	Completed
New Generational Women/AEDE/ Chevron	C2-MDF-09	Build the capacity of a predominantly women cooperative group to produce pepper and cassava farms with value addition components to increase incomes and food security for farming families of Upper Clay Ashland in rural Montserrado County. Activities include completion of a Baseline Survey, provision of good governance training, provision of literacy training, provision of agricultural skills training, provision of financial management training, provision of business management and marketing training.	10/1/12	9/30/13		Montserrado	Ongoing

Enterprise Development Pilot Plan And Gender Concept	C2-TRN-10	Prepare various producer groups in Grand Bassa to meet the minimum standard requirements as Business Associations (Business registration and establishing bank accounts as well as putting in place good financial system) through a training workshop that also addresses problems and constraints that female members face and stresses the importance and benefits of addressing those problems.	8/7/12	8/11/12		Grand Bassa	Completed
MSME-FED Partnership Formalization Outreach Program	C2-MDF-13	In support of MOCI, conduct an outreach campaign that will better inform and encourage the public (Farmers Association, Agriculture input dealers and value chain actors) to register their businesses and also inform them about the benefits associated with the registration process.	9/7/12	12/31/12		Bong, Grand Bassa, Lofa, Margibi, Montserrado, Nimba	Ongoing
Pilot Youth Business Plan Competition for Institutions	C2-TRN-15	FED will pilot a Business Plan Competition which includes a training component for Seniors and recent graduates of business and agriculture programs at the following institutions: BWI, Cuttington University, University of Liberia, Nimba Community College, and Grand Bassa Community College. Three top winners will be eligible for assistance from FED with implementing their business plan.	10/29/12	12/28/12		Bong, Montserrado, Grand Bassa, Nimba, Bong	Ongoing
Organizational Strengthening	C2-TRN-18	After conducting a robust needs survey and assessment of FBOs, FED will provided targeted FBOs with organizational strengthening training to improve organizational and management practices, communication skills, financial	10/30/12	1/30/13		Bong, Grand Bassa, Lofa, Nimba	Ongoing

		management skills, human resource development skills and gender inclusiveness.					
Video Workshop	C-2-MDF-19	FED, in partnership with USAID FACET, will provide training on taking and presenting low-cost video. This training will target selected agribusinesses and organizations doing agriculture extension work, as well as MoA and FED staff. Video content will target areas where there are gaps in knowledge in the goat, cassava, rice, and vegetable value chains. By providing this training we will provide additional technical tools and knowledge to strengthen Liberian agribusiness and community groups' ability to address their target audience.	12/03/12	12/08/12		Montserrado	Approved
COMPONENT 3							
Agro-Business Internship Program	C3-MDF-01	Partner with universities and vocation schools in establishing a 3 month internship program for selected students and place them in Agro-business organizations.	6/1/12	11/30/12		Montserrado, Nimba	Ongoing
Staff Training and Curriculum Roundtable discussion at BWI and Nimba	C3-TRN-02	Conduct a two day training for BWI Department of Ag and Admin staff as well as all staff at the Nimba Community College on instructional development and delivery. A curriculum review with all stakeholders will also be conducted.	6/11/12	6/22/12		Montserrado, Nimba	Completed
Booker T. Washington Institute (BWI):	C3-MDF-04	BWI lacks the resources and training to be a Center of Excellence for Liberia. Curriculum has not been reviewed nor improved for several decades. Staffs need	6/15/12	9/30/12		Margibi	Ongoing

Building a Center of Excellence		to be re-trained, and infrastructure for the Library and Department of Agriculture is poor, with inadequate facilities and equipment for teachers and students. FED will work with BWI on the following: 1) Upgrade BWI to become a Center of Excellence 2) Upgrade curricula and equipment for BWI's agriculture department. 3) Create an environment conducive to learning and to the pursuit of excellence in agriculture.					
FED World Food Day Participation - Child Art Competition	C3-MDF-06	Meaningfully involve youth in agriculture and business development in order to prepare them to participate more fully in economic development and food security. This will be done through partnership with Child Art to arrange an art competition among school children on the theme of World Food Day, culminating in a final awarding ceremony at the World Food Day event being organized by the MoA.	9/10/12	12/15/12		Bong, Grand Bassa, Lofa, Margibi, Montserrado, Nimba	Ongoing

FED STTAs Tracking Table - November 2012

The STTAs below contributed to the accomplishment of FED activities during November:

Ok, Name	Position	Partner	Dates	Summary
Bob Ressigue	M&E Specialist	DAI	November through December 2012	Serves as A/M&E Manager, oversee M&E team and PMP
Duke Burruss (STTA)	Value Chain Specialist--Cassava	DAI	October 28-November 14, 2012	Helped strengthen the cassava sector's productivity and profitability.
Doe Adover	Extension Training Specialist	DAI	November until mid-December 2012	Extension training design and delivery for FED partners and MoA staff
Carla Denizard	Facilitator	DAI	November 9-14, 2012	Facilitated FED's roll out of the year 2 workplan.
Eric Nzokou	Manufacturing Specialist	Winrock	September through December 2012	Provided Manufacturing training (for drying vegetables, processing cassava) for FED beneficiaries
Souleymane Gaye	Rice Specialist	Winrock	September to December 2012	Prepared technical extension package for rice production
Agatha Johnson	SME Training Specialist	DAI	November 2012	SME training to C2 identified firms

Project Management and Administration

Administration and Logistics

Achievements

During the month of November, FED continued to provide effective administration and logistical support to program and administrative staff, while assuring contract compliance. Highlight of this month hiring includes.

Staff Recruitment, LTТА:

During the period under review, the below staff were recruited to fill vacant positions. An accountant was recruited from the FED Internship Program, three Goat officers for three County Offices were hired, one Radio Specialist, one person for Special Studies, one Consultant for Knowledge Management, one person for the Vocational Education team, and an Office Assistant for the Monrovia Office. Orientation for these staff are currently ongoing.

They are:

1. Nathaline Weah- Monrovia- Accountant
2. Marit Woods- Special Studies
3. Cedrick Kpadeh – Radio Specialist
4. James Cooper- Voc. Teacher Training Specialist- Assigned at the BWI Voc. Ed
5. Matthew Gbengein- Goat Officer- Nimba County
6. Worhurlormahmah Wollarwulu – Goat Officer- Bong County
7. Mustapha McCathy- Goat Specialist- Lofa
8. Manita Aryal- Program Support Specialist- Consultant

Ongoing Recruitment

Recruitment is currently ongoing for the following positions

- i) Input Supply Officer
- ii) M&E Coordinator/Officer
- iii) Market Linkages Officer
- iv) Access to Finance Officer
- v) Goat Officer
- vi) Nutritionist

Other activities

- A meeting was held with the FED insurance company on the improvement of services and the general update on insurance for local staff
- The first annual leave schedule for the year 2013 have been completed and distributed to staff.
- HR team continues to give support to the entire team.

FED Year 2 Work plan Roll out Workshop

The FY 2013 workplan was completed during the period under review and is now ready for implementation. The plan is built on the knowledge and skills of internal and external stakeholders captured during a series of technical consultations at both county and national levels. The inception phase of the work plan went through multiple interactions which further strengthened the quality of its content.

This work plan maps FED's pathway to success during this second implementation year. As the cardinal program planning and implementation tool, it defines the strategy and activities that will achieve the FED goals and objectives as well as resources needed in support of the plan. Additionally, the work planning process provided a platform for communicating FED values common and strong understanding of the proposed strategy and underlined the conditions and opportunities to emphasize those intangible and motivational messages which was not entirely expressed in the document but are foundational to building a robust and unified team.

To ensure this plan remains FED's primary navigational tool in year 2 and is successfully operationalized across all business units and owned by staff irrespective of their role on the program, the workplan was officially rolled-out during a two-day all staff workshop in Monrovia.

As the first all staff gathering since start-up in 2011, the workshop set to achieve the following results:

1. Staff are knowledgeable of and more committed to translating FED goal and objectives into their day to day activities
2. Staff recognize the importance of integrating county teams more closely into all aspects of FED operations
3. Staff understand the rationale to embed a larger number of high performing partners into FED operations
4. Staff realize that within FED's operational context, success will be a factor of exceeding planned results
5. Staff understand FED's emphasis team work within and between all layers of the project
6. Staff recognize their role in promoting a culture of learning within FED
7. Staffs are knowledgeable of the tools and resources that exist within FED to promote all of the above success factors.

To increase the likelihood of success of this important event, the workshop was structured around a mix of plenary and group discussion sessions and powered by carefully selected team building exercises and mind teasers. It was a memorable experience, founded on well-crafted messages exchanged in a fun and relaxing environment.

Appendix A: Farm Development Proposal

NCCC Agriculture Instructors

FARM DEVELOPMENT

- It is an area of land allotted by an institution individual and communities use for growing crops and rearing of farm animals on commercial purposes or public consumption. This farm development include fish pond construction, paddy-field construction, raising farm animals, in restricted area as pig-pan, cross-breeding of animals of different breeds, laying out of farm land for plantation crops, such as oil-palm, cocoa, rubber and low-land rice cultivation.
- Farm development provides the needed manpower skill on farm development in rural areas/communities.
- To provide long term and effective manpower training of farmer or rehabilitating of needed areas by a communities or institutions.
- To improve the farming methods in the modern ways, such as conservation of agriculture, to discourage farmer from burning of shrubs (materials) clear on the area cultivated for crops production.
- Laying out of farmland in a standardize farm before planting any crops both upland and lowland.

VISION

- The farmers will be trained by providing long term training and effective means of habituating the agricultural sector through service and learning.

PURPOSE

- To provide means of new ideals for the incoming farmers to develop the skills, knowledge and ability necessary for them to make change for independent farmers.

VALUES

- The promotion of common direction of uniform farm development.
- Accessibility to all farmers.
- Promotion of participating methods of farm development.

BENEFICIARIES

- Primary beneficiaries are
 - ❖ Disadvantaged communities/institutions.
- Secondary beneficiaries
 - ❖ The labor market

MANPOWER RECRUITMENT

- To conduct training for farmer, using participatory method – bottom to top – approach.
- To help farmer with the habilitating and regeneration of their farmland.
- To preach government policy in the area of food security.

PRIORITIZED AREA(S)

- Farm regeneration
- Farm rehabilitation
- Peace-building
- Vegetable production
- Cash crops production

- Animals production
- Extension Services

INCENTIVES

- The participants will get some financial benefits in order to make them keep in high spirit of service and comment to meet the need of farm development.
- After training, the participants will be given one hundred and twenty-five United States dollars (\$125.00) on monthly basics.
- The farm development is expected to cover the period of eight months (8 months) with the work-force of two hundred (200) persons including men and women.
- Total incentives cover for said period will sum up two thousand (\$2,000.00) United States dollars.
- Participants benefits upon completion:
 - ❖ Reference letter are given to each trainee(s), so as to encourage employers for employment.
 - ❖ Beneficiaries will be given certificate of national service in farm development.

LEADERSHIP STRUCTURE

- The head of each group shall be called coordinators.
- The Coordinators of groups shall be responsible for the day today activities of their group to trainers.

No.	Tools and Materials	Quantity	Unit Cost	Total Amount
1	Cutlass (MOB)	50 pcs	\$5.00	\$250.00
2	File (JK)	25 pcs	\$2.74	\$68.50
3	Regular Hoe (TRANMOTENIA)	50 pcs	\$3.40	\$170.00
4	Shovel (SU-Temple)	50 pcs	\$15.00	\$750.00
5	Mattock (Digger)	10 pcs	\$5.00	\$50.00
6	Axe	25 pcs	\$15.00	\$375.00
7	Rake	30 pcs	\$5.00	\$150.00
8	Pingarline	10 pcs	\$6.00	\$60.00
9	Grinding Machine	1 pc	\$350.00	\$350.00
10	Wheel Barrow (Sotaci)	10 pcs	\$45.00	\$450.00
11	Meter Rule (50M)	4 pcs	\$20.00	\$80.00
12	Twine (Garden Line)	50 pcs	\$1.00	\$50.00
13	Boots (Rain)	100 pairs	\$15.00	\$1,500.00
14	Watering Can	25 pcs	\$10.00	\$250.00
15	Spraying can (Mix Blower)	1 pc	\$250.00	\$250.00
16	Bucket (Metal)	25 pcs	\$6.00	\$150.00
17	Fertilizer (NPK 14 15 15)	(50 kg) 15 bags	\$50.00	\$750.00

18	Fertilizer (Urea)	(50 kg) 10 bags	\$40.00	\$400.00
19	Garden fork	10 pcs	\$5.00	\$125.00
20	Trowel	10 pcs	\$5.00	\$50.00
21	Head pan	20 pcs	\$5.00	\$100.00
22	Hand glove	150 pcs	\$3.40	\$510.00
23	Nose Max	4 pcs	\$15.00	\$60.00
24	Jumper	4 pcs	\$15.00	\$60.00
25	Water Machine	1 pc	\$350.00	\$350.00
26	<u>Seeds:</u>			
	Garden Egg	10 pks	\$5.00	\$50.00
	Collar Greens	10 pks	\$5.00	\$50.00
	Cabbage (KK Crop)	10 pks	\$15.00	\$150.00
	Okra (Spineless)	10 pks	\$5.00	\$50.00
	Water Melon	10 pks	\$10.00	\$50.00
	Cucumber	10 pks	\$5.00	\$50.00

DEAN OULTARCIOUS D.K. ZAKAMAH'S VIEW:

CURRICULUM

- Improve on the curriculum already made & then course description for each program.

VOCATION

- Enhance the capacity of our teachers by conducting series of workshops, local and foreign scholarship, etc.

LIBRARY

- Provide additional books for mining, geology nursing, education, and install internet facility and including additional computers and photo copiers.

INTERNSHIP

- Provide more internship facilities for our students if possible in other disciplines other than Agriculture and Business to make our students practically prepared.

FARM

- Organize the workers into cooperative, provide tools and have frequent workshops to capacitate the volunteers.

STUDENT LEADERSHIP

- Provide computer and printer, conduct workshops, and training on and out of campus for students in leadership, career development and lecture series

STUDENT BASIC NEEDS AND INPUT TO THE FED TECHNICAL SUPPORT PROGRAM

LIBRARY EQUIPMENT

Additional books Needed

Dictionary	12
Geology	12
Mining	12
Agriculture	12
Criminal Justice	12
Calculus	12
Geography	12
Accounting	12

Demography	12
English	12
Physics	12
Chemistry	12
Forestry	12
Physiology and Anatomy	12
Total	168

Librarian (5) Training	5	
Library Research computers	25	
Printers	5	
Photo Copier	2	
Internet Access Campus Inclusive		All Machines

STUDENT LEADERSHIP

Workshop (Leader Principles, Responsibility, Policy Making, Visioning)
 Training (Grammar, communication, Computer Programs, Report, Project Proposal)
 Work Service in training (Student leaders)
 Publication (Student Leader Publication Project)
 Internship Inclusive
 Student Center Project
 Peace House and Discussion Hut